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## MINUTES

### REGULAR MEETING OF THE HOUSING COMMISSION OF THE CITY OF ALAMEDA HELD WEDNESDAY, DECEMBER 21, 2005

The Commission meeting was called to order at 7:00 p.m., with Chair King presiding.

#### PLEDGE OF ALLEGIANCE

##### 1. ROLL CALL

Present: Commissioners Gormley, Kurrasch, Tremain, Trujillo and Chair King.

Absent: Commissioner Robles-Wong.

Executive Director Michael Pucci announced that he will be the Acting Assistant City Manager starting January 3, 2006, and that Eileen Duffy will be the Acting Executive Director for the Housing Authority. Mr. Pucci said he expects to be returning to the Housing Authority March 1, 2006.

##### 2. CONSENT CALENDAR

Commissioner Kurrasch moved to adopt the Consent Calendar. Commissioner Gormley seconded. Motion carried unanimously. All items accepted or adopted are indicated with an asterisk. Executive Director Pucci explained that item 2-C will be brought back at the next meeting to correct minor errors.

\*2-A. Minutes of the Housing Commission Regular Meeting held October 19, 2005. Minutes accepted.

\*2-B. Audit Report for Fiscal Year Ending June 30, 2005. The Housing Commission approved recommending that the Board of Commissioners accept the audit report for the year ending June 30, 2005.

2-C. Revision of the Housing Authority's Admission and Continued Occupancy Policy. The Housing Commission adopted the revised Admissions and Continued Occupancy Policy.

\*2-D. Budget Variance Report. This report was accepted.

\*2-E. Changes to the Administrative Plan to Clarify the Special Provisions Preference. The Housing Commission adopted the proposed amendment to the Administrative plan and opened the Housing Choice Voucher Waiting List for applicants with special provisions, as defined in the amended Plan.

##### 3. AGENDA

3-A. Budget Revision for the Fiscal Year FY2006. Executive Director Pucci explained the Budget Revision takes into consideration several of the Extraordinary Maintenance Projects (EMPs) at Eagle Village and Parrot Village that will be completed using funds from the bond issuance. Funds were saved on some completed projects, and funding will need to be increased on other projects. Items 3-B and 3-C reflect the request for increased funding.

Mr. Pucci discussed Parrot Village having reduced income. He said that when families were given Section 8 vouchers, more families chose to leave than anticipated. He described the history of the complex and why there were so many large units built.

Mr. Pucci went on to describe the higher than anticipated vacancy rate and the efforts being made to fill these units. Mr. Pucci reaffirmed that things will get better as the units are leased up and stated that this fund continues to show a surplus.

Chair King asked about the surplus and why we want to spend so much funding on playground equipment when so many units are vacant. Mr. Pucci described concerns with existing equipment and advised that the new equipment will meet safety standards. These improvements also will attract families and help fill the vacant units. Mr. Pucci also advised that the funds used will come from the bond proceeds, which must be used within three years. He also mentioned that in prior Town Hall meetings, tenants said that playground improvements were important to them.

Commissioner Kurrasch asked if the vacant units hurt the Housing Authority's management score with HUD. Mr. Pucci advised that the HUD management score relates only to Esperanza.

Commissioner Tremain asked how many families are on the waiting list. Mr. Pucci thought a few hundred. He elaborated on the waiting list update explaining it includes a purging process, a credit check, criminal background check, etc.

Commissioner Kurrasch moved to recommend to the Board of Commissioners to:

1. Adopt the proposed budget revision for FY2006; and
2. Approve the resolution amending the budget for Esperanza.

Commissioner Tremain seconded. Motion carried unanimously.

- 3-B. Recommending Award of Contract for Playground Rehabilitation. Mr. Pucci introduced the topic and described the procurement process that was followed.

Commissioner Trujillo asked if the amount includes all of the playgrounds. Mr. Pucci responded that this contract would be for the playgrounds at Eagle Village and Parrot Village only. He explained what improvements would be made.

Commissioner Kurrasch commented that it was nice to see that improvements would be made at all of the Parrot Village and Eagle Village playgrounds.

Commissioner Gormley moved to:

1. Recommend to the Board of Commissioners to approve a contract with Kids Play to rehabilitate the playgrounds at Eagle Village and Parrot Village for \$139,677.38, allowing up to \$13,322.60 in change orders, for a total not to exceed \$153,000 for both projects; and
2. Authorize the Executive Director to execute the contract.

Commissioner Trujillo seconded. Motion carried unanimously.

- 3-C. Recommend Approving Award of Contract for Kitchen and Bath Cabinets and Countertops to Lowest Bidder. Chair King commented that there are a lot of improvements at Parrot Village and Eagle Village. Mr. Pucci stated that this is one of the positive results of the refunding. Chair King recommended showing the interior of one of the vacant units with the new cabinets on the web-site to advertise it and to help fill the vacancies. Mr. Pucci advised that a flyer is in the Housing Authority lobby with interior photographs. Commissioner Kurrasch moved to recommend to the Board of Commissioners to:

1. Approve awarding a contract to Bay Cities for an amount not to exceed \$321,700, which includes up to 10 percent for change orders at Esperanza and 5 percent for change orders at Parrot Village and Eagle Village to replace kitchen and bath cabinets and countertops at these three complexes; and

2. Authorize the Executive Director to execute the contract.

Commissioner Tremain seconded. Motion carried unanimously.

4. ORAL COMMUNICATIONS

Mr. Torrey asked about the number of Katrina victims. Mr. Pucci said only about a dozen victims initially came to the Housing Authority. He has not heard of any more during the last few months. He will be contacting the Oakland and Alameda Housing Authorities to see if they know of victims looking for housing. He went on to describe how Louisiana housing authorities moved and how statistics are updated to HUD electronically on a regular basis.

5. COMMISSIONER COMMUNICATIONS

Commissioner Gormley asked about the Independence Plaza parking lot. Mr. Pucci replied that the parking lot is still in the budget, that the budget revision only shows changes to the budget. He advised that the Housing Authority continues to work with the General Services Administration and National Park Services on transferring the deed restriction on this land so that the parking area can be built.

Commissioner Trujillo described his experiences at the NAHRO conference at Incline Village, Nevada. He returned with an advocacy calendar and other information to share with other commissioners.

Commissioner Tremain suggested having families on the waiting list responsible for maintaining their status every three months. Mr. Pucci said it is a good idea but described the lack of software capacity for people to check the status of their application. He went on to state that an upgrade may happen in the future. He also advised that a combined waiting list with other jurisdictions also is being discussed; however, it will take a lot of effort and study before it is implemented.

Commissioner Kurrasch described the process for selecting residents for affordable units at Bayport. He also mentioned looking at 626 Buena Vista. He described how the cost of plywood has gone up because of Hurricane Katrina. Other worldwide projects have caused the price of other materials to go up as well. Mr. Pucci confirmed the price of materials increasing.

Commissioner Gormley thanked staff for doing a good job on the Annual Report. Commissioner Trujillo seconded compliments.

Chair King asked if items on walls of Independence Plaza were pre-approved. Mr. Pucci responded yes.

6. ADJOURNMENT

There being no further discussion, Chair King adjourned the meeting at 7:48 p.m.

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Garnetta King, Chair

Attest:

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Eileen Duffy  
Acting Executive Director / Secretary